



**KING GEORGE COUNTY SCHOOLS  
ATHLETICS HANDBOOK  
2018-2019**



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## I. Overview

The purpose of this handbook is to inform parents and student-athletes of policies set forth governing the athletics and individual student-athletes in King George County Schools (KGCS). The Athletics Handbook is reviewed annually by a committee of coaches, administrators, and parents. The Athletics Handbook is intended to govern all KGCS student-athletes, at both the middle school and high school levels. However, there may be specific sections that apply solely to participation at the high school level e.g. earning letters. Parents and student-athletes should direct any questions to their athletic director (AD).

Participation in sports provides a wealth of opportunities and experiences which will assist students in the real world atmosphere long after graduation. A properly structured, well-organized, sports program will facilitate students learning the value of setting goals, sportsmanship, citizenship and self-reliance. Ultimately, the student-athlete will develop an understanding of the necessity of self-discipline and hard work to attain success.

The KGCS Athletic Department Staff is committed to the educational development of the student-athlete during their tenure here at King George County Schools. It is the intent of the KGCS Athletic Department to conduct a program that is educationally sound in purpose and will enhance each student-athlete's personal growth. The athletic department is student centered with the best interests of the student-athletes always at the forefront - including the commitment to prepare students for the academic, civic, and social challenges of the future, rather than a "win at all costs" approach.

## II. Virginia High School League (VHSL) Eligibility Rules

The Virginia High School League (VHSL) is a member of the National Federation of State High School Associations. All rules and regulations governing secondary boys' and girls' interscholastic athletic contests and practices are established by the VHSL, the King George County School Board, and the King George County School Administration. The VHSL handbook has additional policies and regulations that are expected to be followed by our student-athletes and can be found on the VHSL website at [www.vhsl.org](http://www.vhsl.org).

To be eligible to represent the school in any VHSL sponsored interscholastic contest a student shall meet the eligibility requirements set forth by the VHSL and King George County Schools Athletic Department. For detailed eligibility requirements, see the *VHSL Handbook*.

## III. Rules

It is expected that student-athletes, parents, and coaches understand, embrace, and adhere to the rules, regulations, and policies of the VHSL, KGCS Athletic Handbook, and the King George County Schools Code of Conduct. Please review these documents and all relevant policies and regulations.

From page 15 of the King George County Schools Student Code of Conduct:

### Discipline of Student-Athletes and Members of other Co- and Extra-Curricular Activities

*"In addition to the information provided here, students found to be in violation of the Student Code of Conduct or Honor Code may face additional consequences specific to their sport or activity. Further, sports and activities may have member handbooks, by-laws, and codes of conduct separate from and in addition to this Student Code of Conduct. Participation in such activity constitutes acceptance of those handbooks and codes of conducts. Students should address any questions or concerns with their coach or activity advisor."*

### A. Physicals

1. A current and complete physical form must be submitted prior to any participation.
  - a. Physicals must be completed each school year; physicals are valid from May 1 of the current year through June 30 of the succeeding year.
  - b. Physicals must be completed using the VHSL Athletic Participation/Parental Consent/Physical Examination Form.

### B. Blue Cards and Student-Athlete Handbook

1. Each student-athlete must obtain a Blue Card from and return a signed Student-Athlete Handbook to the Athletic Director **prior to tryout**.
  - a. The Athletic Director will post office hours for Blue Card issuance at the beginning of each season. It is the student's responsibility to obtain their Blue Card during this time.
  - b. The Athletic Director verifies applicable VHSL and/or school eligibility and current physical at the time of Blue Card issuance.



2. New/transfer students must be fully registered and enrolled prior to participating in tryouts and must also obtain a Blue Card and Student-Athlete Handbook from the Athletic Director.

#### C. Insurance

1. All student-athletes must provide documentation of personal medical/accident insurance and maintain coverage throughout participation in the KGCS athletics program.
2. Student-athletes in need of insurance must purchase insurance through the school sponsored insurance program that covers athletic participation. Information can be found at: <http://www.kgcs.k12.va.us/student-family-home/forms-documents>

#### D. School Attendance

1. All student-athletes must be in attendance for a full day of classes to practice or play that day. An "Excused" absence, in accordance with the KGCS Student and Family Handbook, will not count against the athlete's attendance requirement, with the following exception:
  - a. A hand-written note for "illness" is not acceptable for a student-athlete that is absent the majority of the day for illness. In these cases, the student-athlete should not be participating in practice or competition. In accordance with section IV. Athletic Trainer, all illnesses must be reported to the KGAT.
2. The Principal or the Athletic Director are the only personnel authorized to excuse anything outside of an excused absence (as defined by the Student and Family Handbook) in order to have game or practice rights reinstated.
3. School sponsored activities, such as field trips, count towards meeting the attendance requirement.

#### E. Sport Attendance

1. All student-athletes are required to attend practice, scrimmages, team meetings, games, and other events as requested by their coach and team rules.
  - a. Notification to coaches regarding such absence, whether excused or unexcused, anticipated or unexpected, should be in accordance with team rules.
  - b. Failure to do so could result in team consequences including a loss of playing time up to dismissal from the team.
2. Student-athletes must come to practice in the proper, required practice clothing and equipment for their sport. Failure to be properly dressed and prepared for practice is considered an unexcused absence.

#### F. Transportation

1. From KGCS to events: All student-athletes will be required to ride school transportation or school arranged transportation when provided to their athletic events.
2. From away events, returning to KGCS: All student-athletes are expected to ride school transportation or school arranged transportation back to KGCS when provided following athletic events.
  - a. Permission must be given by the head coach before departure from the site by any student-athlete. All student-athletes not returning on school transportation must be signed out with the head coach.
  - b. Rides home from the event must be established with the head coach and can only be with a legal parent/guardian. If a student-athlete will be riding home with anyone other than their own parent/guardian, *prior written permission* from the parent must be presented to and approved by the head coach.

#### G. Substance Use - Alcohol/Drugs/Tobacco/Alternative Smoking Products

1. A student shall not possess, attempt to possess, use, consume, procure and/or purchase, or distribute restricted substances, tobacco products, or alternative smoking products or what the student believes is any of these substances or products. A student shall not be under the influence of any of these substances or products, regardless of whether the student's condition amounts to legal intoxication.
  - a. Restricted substances include but are not limited to alcohol, inhalant products, and other controlled substances, including stimulants, depressants, hallucinogens, marijuana, imitation and look-alike drugs, or drug paraphernalia. This includes any prescription or non-prescription drug possessed in violation of School Board policy.

- b. In accordance with the Student Code of Conduct and School Board policy JFCH-GBEC, students shall not use or be in possession of tobacco products or related paraphernalia to include but not limited to cigarettes, smokeless tobacco, nicotine vapor product, or alternative nicotine product, cigars, pipe tobacco, snuff, chewing tobacco, or any other form of tobacco or nicotine dispensing articles.
2. Any Alcohol/Drugs/Tobacco/Alternative Smoking Products violation under this section shall result in dismissal from the team and removal from athletics pursuant to the Suspension Rule I.1.b.
  - a. 1<sup>st</sup> offense: Suspension/Removal from athletics for the remainder of the season;+
  - b. 2<sup>nd</sup> offense: Suspension/Removal from athletics for the remainder of the school year.+
3. Additional consequences, including school discipline and law enforcement reporting as required, may occur. +Athletics suspension into the next season/school year may occur under certain circumstances.

#### H. Quitting

1. If a student-athlete quits from one sport, they will not be able to participate in any other sport (practice or conditioning) until the sport they quit has completed their season. This does not apply to dual-sport, same season, student-athletes.

#### I. Suspension Rule

1. Violations of the division's Student Code of Conduct, the Battlefield District Social Media Guidelines for Student Athletes (Appendix), or rules and regulations specific to each team will result in penalties.
  - a. Disciplinary action taken by the coach/sponsor for violating school or team rules may range from a conference with the student to dismissal or suspension from the team, depending on the nature and severity of the violation.
  - b. Incidents which may result in consequences including suspension from the team must be referred to the Athletic Director for appropriate disposition.
    - i. Prior to deciding and imposing an exclusionary consequence the Athletic Director shall give students the opportunity to explain their conduct and provide a written statement.
    - ii. The Athletic Director shall record in writing the factors which led to the decision to exclude the student from the team and shall stipulate the consequence(s) to the student.
  - c. Dismissal or suspension from a team precludes a student-athlete from participating (practice or conditioning) in any other sport during the same season. Suspensions under this section may apply to dual-sport, same season, student-athletes.
2. The Principal may review such suspension at the request of the parent/guardian if the parent/guardian believes the student was not in violation of the rule.
  - a. This request must be presented in writing within two (2) days of the suspension and must document why the rule was not violated.
  - b. Students shall not participate in practices, competitions, or other team activities during the review.
  - c. The Principal will review the decision with the Athletic Director and provide notice to the parent/guardian of the outcome.
  - d. The decision of the Principal is final and cannot be appealed.

#### J. Team Rules

1. In addition to the KGCS Athletic Handbook and Student Code of Conduct, each student-athlete agrees to follow the specific team rules developed by the coach. A clear understanding of these rules makes for a positive relationship among the parent, coach, and athlete.
2. At the beginning of each season, each coach will discuss the rules and procedures for his/her specific sport concerning the following:
  - a. Citizenship and behavior expectations
  - b. Reporting of concerns and violations
  - c. School and practice attendance
  - d. Practice schedule
  - e. Training rules
  - f. Academic development and Honor Code expectations
  - g. Sickness/return from injury/emergency care



- h. Competition participation criteria
  - i. Parental involvement and contact information
  - j. Criteria for receiving participation certificates, letters, and other awards
  - k. Transportation to and from competitions
  - l. Impact/Concussion Information
3. School discipline that results in KGHS or KGMS administration action in accordance with KGCS Student Code of Conduct or KGCS Honor Code, may also lead to specific team discipline that will be administered by the head coach of the student-athlete's team. Based on the severity of the violation, Suspension Rule I.1.a. may apply.
  4. After the 2nd offense that leads to disciplinary action taken by the KGHS or KGMS administration, the coach and Athletic Director will schedule a meeting with the student-athlete and parent, to review the history of offenses and communicate an appropriate plan of action. Based on the severity of the violation, Suspension Rule I.1.a. may apply.

#### K. Court Disciplinary Action

1. School officials may suspend a student from participation in a sport who has been arrested or charged by a law enforcement officer with an act which would be a crime if committed by an adult and in accordance with School Board policy JFC, which can be found on the KGCS website and in the Student Code of Conduct.
2. The student-athlete or parent must immediately report the incident, arrest, or any charges, to the Principal or the Principal's designee (Athletic Director). The Principal, or the Principal's designee (Athletic Director), will determine participation eligibility. School officials may suspend the student from participating until the disposition of charges.
3. Upon the disposition of charges and/or further disciplinary action by the school, further consequences may result that could affect participation in athletics.

#### L. Multiple In-Season Sport Student-Athletes

1. Student-Athletes are permitted to participate in multiple sports in a single season.
2. Sharing and scheduling of the student-athlete must be coordinated and agreed upon by the head coach of each sport prior to the start of the season.
  - a. The student-athlete has the responsibility to keep both coaches informed.
  - b. Coaches have the responsibility to ensure the student-athlete is not the communication middle-man.

#### M. Off Season Workouts

1. Workouts outside of the VHSL designated season can be provided by any member of the coaching staff and can consist of weight room activities and skill improvement. These are offered only as a way for the student-athlete to enhance their skills under a coach's instruction. In no way does the attendance at out of season workouts bear any determination on a student-athlete making the team or not during tryouts. They are strictly voluntary and dependent on availability of the coach and student-athlete.
  - a. In season, off limits: If a student-athlete is on a team that is in season, attendance of any out of season workout conducted by a member of the KGCS coaching staff or any other coach acting in that capacity is not permitted.
  - b. If a student-athlete is dismissed from, suspended from, or quits a team that is in season, he/she will not be able to attend any other out of season practices until the season he/she left is over.
  - c. Multiple in-season sport participation is permitted.





#### IV. Athletic Trainer\*

\* King George Middle School does not have an Athletic Trainer on staff. Therefore, portions of Section IV. Athletic Trainer will only apply to student-athletes at King George High School. If the KGAT responds to an injury or illness for a middle school student-athlete, all applicable guidelines apply as determined by the KGAT and AD.

##### A. Sports Injuries

1. All injuries must be reported to the King George Athletic Trainer (KGAT) as soon as possible.
  - a. When possible, student-athletes should be seen by the KGAT before being taken to medical appointments for non-emergency injuries.
  - b. Any injury/illness that will keep a student-athlete out of practice or a game must be reported to the KGAT.
  - c. If a student-athlete is injured, he/she may not return to practice or competition until the KGAT releases him/her to return. While the Athletic Trainer may consult and collaborate with the student-athlete's private physician, the KGAT makes the final determination regarding returning to play.
  - d. Failure to comply with treatment or restriction while under the KGAT's care could result in discipline by head coach.
2. If a doctor has given a note to the student-athlete, this note must be on file with the KGAT. The KGAT cannot release the student-athlete to return to competition before the date indicated by the doctor's note.
3. Being in the athletic training room does not excuse a player from being late to practice. Student-athletes will be provided notes to their coaches if needed.
  - a. The training room is not a hang out. Please only enter to get help.
  - b. The KGAT is the only person authorized to pass out materials from the training room.

##### B. Injuries Occurring on the Playing Site

1. The KGAT is in charge of any injury scene. Any person, including medical professional(s), that enters the playing area will be asked to identify him/herself and will remain only as determined by the KGAT or AD in the best interest of the student-athlete.
2. Parents: If your student-athlete is injured during a contest, the best way to help is to remain on the sidelines. Please **do not enter** the playing area. The KGAT will contact the parent regarding the condition of the student-athlete if the parent is not present.

##### C. Concussion Awareness and ImPACT Baseline

1. A concussion is a brain injury that is characterized by an onset of impairment of cognitive and/or physical functioning, and is caused by a blow to the head, face or neck, or a blow to the body that causes a sudden jarring of the head (i.e., a helmet to the head, being knocked to the ground). A concussion can occur with or without a loss of consciousness, and proper management is essential to the immediate safety and long-term future of the injured individual.
2. The Virginia Department of Education has adopted the Virginia Student-Athlete Protection Act (Code of Virginia § 22.1-271.5) that requires all KGCS student-athletes and parents to complete a concussion program annually.
3. Signs and symptoms reported by the student-athlete include headache, nausea, balance problems/dizziness, double vision/fuzzy vision, feeling sluggish, feeling foggy/groggy, concentration/memory problems and confusion. See Appendix A: Signs and Symptoms of Concussions
4. Signs and symptoms observed by parents, friends or coaches include appearing dazed/confused, confused about what to do, unsure of game/score/opponent, moves clumsily, answers questions slowly, loss of consciousness, cannot recall events prior to hit, or cannot recall events after the hit. See Appendix A: Signs and Symptoms of Concussions
5. All symptoms need to be reported to the school nurse, parents and the school's athletic trainer immediately. Symptoms may occur immediately, hours or even days later.
6. Headaches that worsen and will not go away, repeated vomiting, seizures, slurred speech and extreme drowsiness represent a medical emergency. In some cases, symptoms and signs may evolve over a number of minutes, hours, or days. If symptoms worsen **call 911 and take student-athlete to the hospital.**



7. A student-athlete suspected by a student-athlete's coach, athletic trainer or team physician of sustaining a concussion or brain injury in a practice, game or competition shall be removed from the activity immediately, evaluated and, if necessary, referred for further treatment. A student-athlete who has been removed from play, evaluated, and suspected to have sustained a concussion or brain injury shall not return to play that same day.
8. The determination of whether a student-athlete removed from play is suspected of having sustained a concussion shall be the sole determination of the licensed health care provider or other properly trained individual conducting the concussion sideline assessment. **Such determination is final** and may not be overruled by another licensed health care provider or other properly trained individual, coach, assistant coach, school staff, or other person serving in a coaching or advisory role, the student-athlete or the parent or guardian of the student-athlete.
9. No student-athlete shall be allowed to return to extracurricular physical activities, which includes the student-athlete's practices, games or competitions, until the student presents a written medical release from the student-athlete's licensed health care provider. The written medical release shall certify that (i) the provider is aware of the current medical guidance on concussion evaluation and management; (ii) the student-athlete no longer exhibits signs symptoms or behaviors consistent with a concussion at rest or with exertion; and (iii) that the student-athlete has successfully completed a progressive return to sports participation program. The length of progressive return to sports participation program shall be determined by the student-athlete's licensed health care provider (in KGCS this is the Athletic Trainer) but shall last a minimum of five calendar days.
10. Once a student-athlete no longer has symptoms of a concussion, the Certified Athletic Trainer/Nurse will implement a gradual return-to-play and/or return-to-learn protocol that includes a gradual increase in activity in a fashion so the brain can adjust to physical exertion. *Return-to-play* means participate in a non-medically supervised practice or athletic competition. *Return-to-learn* means the gradual return to full participation in academic activities by a student who has suffered a concussion or other head injury as appropriate. Return-to-Learn (RTL) is monitored by the RTL Team, which may include the student's school nurse, counselor, teachers, parents, athletic trainer, and coach. See Appendix B: Return-to-Learn, Appendix C: Return-to-Play, and School Board Policy JJAC: Student-Athlete Concussions during Extra-Curricular Activities
11. Student-athletes participating in Football, Soccer, Field Hockey, Cheerleading, Volleyball, Wrestling, Basketball, Softball, Baseball, and Pole Vaulting, and any student-athlete deemed necessary by the athletic trainer, will be required to take a concussion baseline test through ImPACT (Immediate Post-Concussion Assessment and Cognitive Testing).
12. Student-athletes will take a baseline test every two years (Freshman and Juniors) OR any student-athlete who has not taken it or who is a transfer student. Student-Athletes must pass the baseline test before participating in the first scheduled game. Any student-athlete suspected of experiencing a concussion must take a post injury test once symptoms subside. Once a student-athlete has passed the post-concussion baseline test, he/she will begin a Return-to-Play protocol before full participation is resumed.
13. Parents Role: Recognize and report any signs, symptoms or change of behavior to the school's coach, teacher, nurse and athletic trainer immediately. Parents will support the recommended modifications from a progressive return to physical activity.
14. Student-Athlete's Role: You know yourself better than anyone else. Report any signs or symptoms immediately. Be aware of your teammate's behavior on and off the field. Report problems immediately.
15. RTL Team's Role: The RTL Team is responsible for monitoring a student's return to learn progress. The RTL Team initiates, develops, and helps implement the RTL plan. The RTL Team documents progress and communicates completion of RTL to the athletics staff.





## V. Athletic Letters & Awards

### A. Criteria for Lettering

#### FALL SPORTS

Cross Country	Compete as a top seven runner in six different events
Competition Cheer	Participate in two contests
Field Hockey	Participate in sixteen halves
Football	Participate in one hundred plays
Golf	Place in the top six in three matches
Volleyball	Participate in half of the matches

#### WINTER SPORTS

Basketball	Participate in forty quarters
Sideline Cheer	Make team and actively participate
Swimming	Earn twelve team points
Track	Earn eight team points
Wrestling	Earn twenty team points

#### SPRING SPORTS

Baseball	Participate in twenty-five innings or twenty at bats
Soccer	Participate in sixteen halves
Softball	Participate in twenty-five innings or twenty at bats
Tennis	Compete as a top scorer in five different matches
Track	Earn eight team points

### B. Criteria for Certificates

1. Letter winners will receive certificate of lettering.
2. Varsity players not lettering will receive participation certificates.
3. All JV players will receive a participation certificate.

### C. Criteria for Season Plaque

1. Two Varsity plaques will be awarded by each Varsity Team.
2. Two JV plaques will be awarded by each JV Team.

### D. Additional Criteria

1. Student-athletes may not earn a letter or receive a plaque or certificate if a student-athlete is suspended or removed from a team, quits the team, or is otherwise not in good standing in KGCS athletics.
2. Senior student-athletes and injured players may be eligible to earn a letter at the discretion of the head coach or Athletic Director.

## VI. NCAA College Eligibility Standards

The NCAA Eligibility Center outlines the NCAA academic requirements for high school athletes who aspire to participate in athletics at the collegiate level, including: high school course requirements, scoring requirements for the SAT and ACT, and GPA requirements. All potential college student-athletes must register with the NCAA Eligibility Center and meet NCAA academic requirements. It is the student-athlete's responsibility to assure all requirements are met. Please visit the NCAA Eligibility Center at <http://www.ncaa.org/student-athletes/future/eligibility-center> for additional information.

If collegiate play is a goal, please consider the following:

- Selection of classes
- Letters of recommendation
- Clean discipline record
- Realistic outlook and expectations

## **VII. Coaching Staff Responsibilities**

### **A. Code of Ethics**

1. Exemplify the behavior expected of your student-athletes.
2. Demonstrate integrity, high ideals, good habits, and a desirable attitude and demand the same of the student-athletes entrusted to you.
  - a. Maintain self-control always.
  - b. Be modest in success and gracious in defeat.
3. Recognize the purpose of KGCS Athletics is to promote physical, mental, social, and emotional well-being of individual student-athletes.
4. Maintain open communication with the student-athletes and parents.

### **B. Required Training**

1. VHSL/NFHS Course
2. Concussion Online Course
3. Sport Specific
4. Child Abuse Awareness and Reporting
5. CPR and AED Training

### **C. Communicating with Parents and Student-Athletes**

1. Open communication is encouraged between the coach, student-athlete and parents.
2. Communications expected from the coaching staff
  - a. Philosophy of the coaching staff
  - b. General Expectations
  - c. Team Rules, Guidelines, and Consequences for infractions
  - d. Locations and times of all practices, events and contests

## **VIII. Student-Athlete Responsibilities**

### **A. Student-Athlete Code of Ethics**

1. Participation in athletics is a privilege.
2. Be courteous to all coaches, administrators, opponents and officials.
3. Respect the facilities of host schools and the trust entailed in being a guest.
4. Compete to the limit of your ability, do not give up, argue, cheat, or taunt opponents.
5. Be modest in success and gracious in defeat.
6. Maintain a high standard of physical fitness.
7. Understand and observe the rules of VHSL, KGCS, the Athletic Department, and your specific sport.
8. Work to keep open communication with the coaching staff and Athletic Trainer.

### **B. Alcohol/Drugs/Tobacco/Alternative Smoking Devices**

1. Any use or possession of Alcohol/Drugs/Tobacco/Alternative Smoking Devices will result in dismissal from the team according to the procedures outlined in Section G.

### **C. Social Media – See Appendix: Battlefield District Social Media Guidelines for Student-Athletes**

1. Student-athletes are responsible for their actions and content on social media and other web-sites, including but not limited to: Facebook, Twitter, Instagram, Snap Chat, YouTube, and so forth. Any photos, comments, or other evidence that suggests an Athletic Handbook or Code of Conduct violation has occurred will be investigated by the coach and Athletic Director.
2. Any evidence that shows a student-athlete using or in possession of Alcohol/Drugs/Tobacco/Alternative Smoking Devices will fall under the consequences of Section G of the Handbook and applicable Student Code of Conduct.
3. Inappropriate postings to any social media or blog sites by a student-athlete will be handled on an individual basis by the coach and Athletic Director. Inappropriate postings include but are not limited to obscene or vulgar language; graphic images or videos; sexually explicit language, imagery, or videos;



threats; and unkind or inflammatory remarks about KGCS, its faculty, staff, and administration, coaches, and students, or other schools and their coaches and athletes, faculty and staff and so forth.

4. Violations under this section may be reportable to school officials and law enforcement as provided by School Board policy and the Code of Virginia.

#### D. Hazing/Bullying

1. Hazing means to recklessly or intentionally endanger the health or safety of a student or students or to inflict bodily harm on a student or students in connection with or for the purpose of initiation, admission into or affiliation with or as a condition for continued membership in a club, organization, association, fraternity, sorority, sports team, activity, or student body regardless of whether the student or students so endangered or injured participated voluntarily in the relevant activity.
  - a. No student-athlete shall conspire to engage in hazing, participate in hazing, or commit any act that causes or is likely to cause bodily damage, physical harm, or personal degradation or disgrace resulting in physical or mental harm to any fellow student or person attending the school.
  - b. The principal of any school at which hazing which causes bodily injury occurs shall report the hazing to the local Commonwealth Attorney. VA Code §18.2-56, defines and prohibits hazing and imposes a Class 1 misdemeanor penalty for violations, that is, confinement in jail for not more than 12 months and a fine of not more than \$2,500, either or both.
2. The Code of Virginia 22.1-276.01, defines bullying as any aggressive and unwanted behavior that is intended to harm, intimidate, or humiliate the victim; involves a real or perceived power imbalance between the aggressor or aggressors and victim; and is repeated over time or causes severe emotional trauma. Bullying includes cyber bullying. Bullying does not include ordinary teasing, horseplay, mutual arguments, or peer conflict.
  - a. All incidents of bullying, teasing, intimidation or hazing should be reported to a coach, teacher, school administrator, counselor, or other school staff immediately. A bullying report form is available at all schools and online on the KGCS website. Bullying report forms may be turned in to any school administrator, teacher or counselor. The Code of Virginia 22.1-279.6. directs the principal to notify the parent of any student involved in an alleged incident of bullying of the status of any investigation within five school days of the allegation of bullying.

### IX. Parent Responsibilities

#### A. Parent Code of Ethics

1. Be a positive role model.
2. Be a team fan, not only a fan of your Student-Athlete.
3. Be courteous and respectful of all coaches, administrators, opponents and officials.
4. Praise your student-athlete for their efforts to improve.
5. Gain an understanding of the sport specific rules.
6. Help your child learn that success is measured by the development of skills, not by the scoreboard.
7. Maintain open communication with the Coaching Staff and your student-athlete.

#### B. Communication with Coaches & Student-Athlete

1. Appropriate concerns to discuss with the coach include, but are not limited to: mental and physical well-being, strategies for improving individual performance, and issues of behavior.
2. Inappropriate issues to discuss with the coach include, but are not limited to: playing time, starting positions, team strategy, play calling, other student-athletes.
3. If you have a concern to discuss with a coach, contact the coach to set-up an appointment.
  - a. Please do not attempt to contact a coach to discuss a concern before, during, or after a contest or practice without an appointment. These can be emotional times for all involved, and generally do not promote positive resolutions.
  - b. If you do not receive satisfactory resolution to your concern after meeting with the coach, please call the Athletic Director to make an appointment.



## X. Role of the Spectator

- A. All spectators represent King George County Schools and have an obligation to practice good sportsmanship at all times.
- B. Spectators should recognize good sportsmanship is more important than victory by approving and applauding good team play, individual skill and outstanding examples of sportsmanship and fair play exhibited by either team.
- C. All spectators should recognize that since the primary purpose of interscholastic athletics is to promote the physical, mental, moral, social and emotional well-being of the players through the medium of contests, victory or defeat is of secondary importance.
- D. Treat visiting teams and officials as guests, extending to them every courtesy.
- E. Be modest in victory and gracious in defeat.
- F. Spectators must respect the judgment and integrity of officials, realizing that their decisions are based upon game conditions as they observe them.
- G. Any sportsmanship violations not followed by the spectator could lead to removal from the event with no refund of ticket price and prohibition from attending future events.

## XI. Ticket Prices & Season Passes

### High School

#### A. Ticket Prices -

Adult	\$6
Students K-12	\$3/\$6 *There is no student ticket discount for Varsity Football games. All students pay \$6. Seniors (55+)\$3
Under 5	Free

#### B. Season Passes -

Family of 4	\$200
Single Adult	\$75
Single Student	\$50
10 game Pass	\$45

- C. Post Season Ticket Prices are determined by the VHSL and VHSL established regions and districts.

### Middle School

- A. Ticket prices vary. Please see the KGMS Athletics webpage for more information.

**\*\*\*Ticket prices are current as of the time of publication of the Athletics Handbook but are subject to change.**



# APPENDICES

## Appendix A: Signs and Symptoms of Concussions

*For student-athletes: If I get a concussion, what does it feel like?*

### Physical Symptoms (Body)

- Headache
- Nausea
- Vomiting
- Balance Problems/Dizziness
- Sensitivity to Light or Noise
- Visual Problems
- Numbness or Tingling
- Neck Pain

### Cognitive Symptoms (Mind)

- Foginess
- Feeling “Slowed Down”
- Trouble Concentrating
- Troubles with Memory
- Change in Smell or Taste
- Ringing in the Ear

### Emotional Symptoms (Feelings)

- Irritability (Grumpy)
- Sadness
- More Emotional than Usual
- Nervous or Anxious

### Maintenance Symptoms (Energy)

- Fatigue (Body is Tired)
- Drowsy (Mind is Tired)
- Sleeping Less than Usual
- Sleeping More than Usual
- Trouble Falling Asleep
- Trouble Staying Asleep
- Change in Appetite
- Change in Energy Levels

*For parents and school personnel: What signs and symptoms should I be aware of that might signal a concussion?*

If you think that your child has sustained a concussion, you might see any or all of the following signs:

- Appears dazed or confused
- Is confused about assignment or position
- Forgets sports plays
- Is unsure of game, score, or opponent
- Moves clumsily
- Answers questions slowly
- Loses consciousness (even briefly)
- Shows behavior or personality change
- Can’t recall events prior to hit or fall
- Can’t recall events after hit or fall

For more information on concussions, please go to the CDC Heads Up website at:  
<https://www.cdc.gov/headsup/highschoolsports/index.html>

Source: Sports Concussion Institute 2018



## Appendix B: King George County Schools Return to Learn (RTL) Protocol

<b>RED ZONE 1</b>	<b>ORANGE ZONE 2</b>	<b>YELLOW ZONE 3</b>	<b>GREEN ZONE 4*</b>	<b>Next Steps SYMPTOM FREE</b>
<p style="text-align: center;"><b>NO SCHOOL Complete Physical and Cognitive Rest until Medical Clearance</b></p> <ul style="list-style-type: none"> <li>Parents should contact the school anytime a student sustains a concussion, regardless of where/how the concussion occurred.</li> <li>School based RTL Facilitator: <u>Athletic Trainer</u> for concussions sustained during school sponsored athletic participation. <u>School Nurse</u> for all other concussions.</li> <li>Parents will be requested to sign an "Authorization to Share Information" to allow contact with the licensed medical professional treating the concussion.</li> </ul>	<p style="text-align: center;"><b>Return to School with Academic Accommodations/ Modifications</b></p> <ul style="list-style-type: none"> <li>Students should be able to sustain at least 30 minutes of cognitive activities at a time before returning to school.</li> <li>RTL Team meets to develop plan.</li> <li>Examples of what an RTL Plan <i>may</i> include:                             <ul style="list-style-type: none"> <li>- Part time schedule</li> <li>- Continued limits on technology usage</li> <li>- Reduced assignments to those required for essential mastery of content</li> <li>- Breaks as needed if slight symptoms return</li> <li>- Limited cognitive demands</li> <li>- Avoid physically demanding or loud environments i.e. heavy backpacks, crowded halls, PE, band class, cafeteria, pep rallies, dances, etc.</li> </ul> </li> </ul>	<p style="text-align: center;"><b>Begin Reducing Academic Accommodations/ Modifications</b></p> <ul style="list-style-type: none"> <li>RTL Team meets to review and revise plan.</li> <li>Examples of what an RTL Plan <i>may</i> include:                             <ul style="list-style-type: none"> <li>- Attend school full time to the extent possible</li> <li>- Gradually increase work load (testing, homework, etc.)</li> <li>- Allow short breaks as needed if slight symptoms return</li> <li>- Incorporate light aerobic activity ++</li> </ul> </li> </ul> <p style="text-align: center;">++ At the RTL team's discretion, tolerance of light aerobic activity <b>may</b> be monitored by the Athletic Trainer through the Return to Play Protocol (Stage 2) for student-athletes in the Yellow Zone of RTL. If symptoms return during physical activity, or student regresses in the RTL protocol, RTP will end until student has progressed fully through RTL. *See Next Steps for more information.</p>	<p style="text-align: center;"><b>Full Recovery to Academics</b></p> <ul style="list-style-type: none"> <li>Student attends school full time with limited to no modifications.</li> <li>RTL Team meets to review and revise plan</li> <li>RTL Plan may include:                             <ul style="list-style-type: none"> <li>- Timeline for completing missed assignments</li> <li>- Notice of incomplete grade</li> <li>- Self-advocating at school if symptoms return</li> <li>- Resuming normal activities</li> </ul> </li> </ul> <p style="text-align: center;">*See Next Steps</p>	<p style="text-align: center;"><b>Return to Play (RTP)</b> After a student has successfully returned to school full time with no accommodations++, (s)he may return to sports following the graduated Return to Play protocol. This includes all student-athletes, as well as students enrolled in Physical Education classes. ++ <b>See Yellow Zone for more information.</b></p> <p>Completion of RTL and transfer to RTP must be documented by the RTL Team and approved by the school administrator.</p> <hr style="border-top: 1px dashed black;"/> <p style="text-align: center;"><b>CONTINUED SYMPTOMS</b></p> <p><b>Further Evaluation</b> Research shows that the vast majority of students with concussions resume normal activities within 3-4 weeks.</p> <p>If a student has not reached Step 4 within this timeframe, the RTL team will meet to determine if the student:</p> <ol style="list-style-type: none"> <li>Must obtain a health care plan from a physician in regards to continued accommodations, including consideration of a 504 plan; or</li> <li>in the absence of an evaluation by a licensed medical professional, an expectation to return to school full time with no accommodations.</li> </ol>
<p><i>Symptom Free for 24 Hours?</i></p> <p><b>Yes:</b> Begin Orange Zone</p> <p><b>No:</b> Continue Resting</p>	<p><i>Symptom Free for 24 Hours?</i></p> <p><b>Yes:</b> Begin Yellow Zone</p> <p><b>No:</b> Rest Further until Symptom Free</p>	<p><i>Symptom Free for 24 Hours?</i></p> <p><b>Yes:</b> Begin Green Zone</p> <p><b>No:</b> Return to Orange Zone until Symptom Free</p>	<p><i>Symptom Free for 24 Hours?</i></p> <p><b>Yes:</b> End RTL protocol</p> <p><b>No:</b> Return to Yellow Zone until Symptom Free *See Next Steps</p>	
<b>Date Attained:</b>	<b>Date Attained:</b>	<b>Date Attained:</b>	<b>Date Attained:</b>	

This chart outlines the general progression from concussion to full Return to Learn. Every student and every concussion is unique. Each student is monitored on a case by case basis and progression may be shorter or longer than others. During Return to Learn, a health care plan from a licensed medical professional will be reviewed by the RTL team and may modify these steps.





## Appendix C: King George County Schools Return to Play (RTP) Protocol



				<b>STAGE 5</b>
			<b>STAGE 4</b>	<b>FULL CONTACT PRACTICE</b>
		<b>STAGE 3</b>	<b>NON - CONTACT TRAINING DRILLS</b>	<b>(RESTORE CONFIDENCE &amp; ASSESS FUNCTIONAL SKILLS)</b>
	<b>STAGE 2</b>	<b>SPORT SPECIFIC EXERCISE</b>	<b>(INCREASED EXERCISE, COORDINATION &amp; ATTENTION)</b>	<i>If Symptom Free, Return to Normal Training Activities</i>
<b>STAGE 1</b>	<b>LIGHT AEROBIC EXERCISE</b>	<b>(ADD MOVEMENT)</b>		
<b>NO ACTIVITY</b> Return to Learn Protocol in Progress <b>(RECOVERY)</b>	<b>(INCREASE HEART RATE)</b>	<i>Skating Drills (Ice Hockey), Running Drills (Soccer, etc.)</i>	<i>Progress to Complex Training Drills (e.g., Passing Drills, etc.)</i> <i>May Start Resistance Training</i>	
Complete Physical Rest until Medical Clearance	<i>Walking, Swimming, Stationary Cycling.</i>	<b>NO Head Impact Activities</b>	<i>Heart Rate &lt;90% - 60 min</i>	
<i>Symptom Free for 24 Hours?</i>	<i>Heart Rate &lt;70% - 15 min</i>	<i>Heart Rate &lt;80% - 45 min</i>	<i>Heart Rate &lt;90% - 60 min</i>	
<b>Yes:</b> Begin Step 2	<b>Yes:</b> Begin Step 3	<b>Yes:</b> Begin Step 4	<b>Yes:</b> Begin Step 5	<b>Yes:</b> Return to Play
<b>No:</b> Continue Resting	<b>No:</b> Rest Further until Symptom Free	<b>No:</b> Return to Step 2 until Symptom Free	<b>No:</b> Return to Step 3 until Symptom Free	<b>No:</b> Return to Step 4 until Symptom Free
<b>Date Attained:</b>	<b>Date Attained:</b>	<b>Date Attained:</b>	<b>Date Attained:</b>	<b>Date Attained:</b>

Reference: Consensus Statement on Concussion in Sport: the 3rd International Conference on Concussion in Sport held in Zurich (2008), Br J of Sports Med 2009; 43: i76-i84 doi:10.1136/bjism.2009.058248

**This chart outlines the general progression from concussion to full Return to Play. Every student and every concussion is unique. Each student is monitored on a case by case basis and progression may be shorter or longer than others. During Return to Play, clearance from a licensed medical professional does not supersede clearance from the athletic trainer.**

**Return to Play also includes physical education classes (and recess as applicable). Student-athletes are cleared through the athletic trainer. All other students are cleared in collaboration with the teacher, nurse, and school based team.**



## Appendix D: Battlefield District Social Media Position Statement

Social Media has become engrained in today's society. The wide variety of social networking tools presently available provides students easy access to share important news and events with each other. Social media technologies such as Twitter, Facebook, Internet forums, weblogs, social blogs, micro blogging, Wikis, podcasts, photographs, video rating, social bookmarking, and others have many benefits in our world; however, they can also be disruptive when inappropriate social media postings occur. Using these communication tools in an inappropriate manner can have negative consequences, especially if unkind words or threats are used with intent to hurt others.

The Battlefield District recognizes and supports its student-athletes' and coaches' rights to freedom of speech, expression, and association, including the use of social networks. In this context, each student-athlete and coach must remember that participating and competing for the Battlefield District is a privilege, not a right. The student-athlete and coach represent his or her high school and the Battlefield District, and therefore, they are expected to portray themselves, their team, and their high school in a positive manner at all times. Any online postings must be consistent with federal and state laws, as well as team, school, school division, and Battlefield District rules and regulations (including those listed below).

Specifically prohibited behaviors include but are not limited to:

- Sexually explicit, profane, lewd, indecent, illegal, or defamatory language/actions.
- Derogatory language regarding school personnel or other students.
- Comments designed to harass or bully students and/or school personnel.
- Nude, sexually-oriented, or indecent photos, images or altered pictures.

Also prohibited are all on-campus connections to off-campus violations of the policy.

- Use of school computers to view off-campus postings.
- Students accessing posts at school on their own devices.
- Distribution of hard copies of posts on school property.
- Re-communication on campus of the content of the posts.

**Any authorized or unauthorized use in school or out of school of computer software, computer networks, telecommunications devices, information technology, and related technologies, which disrupts or interferes with the educational process in any manner is prohibited and may result in removal from the team or activity and a recommendation for expulsion.**

*Virginia Code Ann. Sec. 18.2-60 states "that any person who knowingly communicates in writing, including an electronically transmitted communication, a threat to kill or do bodily injury to a person or a member of /Ji.1/her family is guilty of o Class 6 felony, Further, any person who communicates, in writing, including an electronically transmitted communication, a threat to kill or do bodily harm to another person on school grounds or premises, on o school bus or at a school sponsored event is guilty of a Class 6 felony."*

*Virginia Code Ann, Sec. 18.2-.152.7 states that "A person is guilty of a crime of personal trespass by computer when he uses a computer or computer network to cause physical injury to an individual."*

*Virginia Code Ann. Sec. 18.2-152.7:.1 states that "If any person, with t/Je intent to coerce, intimidate, or harass any person, shall use a computer or computer network to communicate obscene, vulgar, profane, lewd, lascivious, or indecent language, or make any suggestion or proposal of on obscene nature, or threaten any illegal or immoral act, he/she will be guilty of a Class 1 misdemeanor."*



## **Social Media Guidelines for Student-Athletes**

1. Be careful with how much and what kind of identifying information you post on social networking sites. It is unwise to make available information such as full date of birth, social security number, address, phone number, cell phone numbers, class schedules, bank account information, or details about your daily routine. All of these can facilitate identity theft or stalking. Remember - once posted the information becomes the property of the website.
2. Be aware that potential current and future employers and college admissions offices often access information you place on online social networking sites. Realize that any information you post will provide an image of you to prospective employers and/or schools. The posting is considered public information. Protect yourself by maintaining a self-image that you can be proud of years from now.
3. Be careful in responding to unsolicited emails asking for passwords or PIN numbers. Reputable businesses do not ask for this information online.
4. Do not have a false sense of security about your rights to freedom of speech. Understand that freedom of speech is not unlimited. Social networking sites are NOT a place where you can say and do whatever you want without repercussions.
5. Remember that photos once put on the social network site's server become the property of the site. You may delete the photo from your profile, but it still stays in their server. Internet search engines like Google or Yahoo may still find that image long after you have deleted it from your profile. Think long and hard about what type of photo you want to represent you.
6. One of the biggest lessons social networking users can learn is that anything you post online enters the public record. High school students should carefully consider their profiles and ask themselves how they would look to a future college admissions officer or potential employer.

### Information contained in this document:

- Lee E. Green, J.D. - Baker University, Baldwin City, Kansas.
- King George County Schools Student and Family Handbook and Student Code of Conduct
- Beach District Principal's Association Social Media Position Statement
- St. Thomas Aquinas High School- Social Networking and Student-Athletes  
*St. Thomas Aquinas High School- 197 Dover Point Rd, Dover,*

*NH03820 Adopted Spring 2018 by the Battlefield District*



# King George County Schools Athletics Handbook

## Statement of Understanding

18-19

I will not engage in and will not be tolerant of violent acts, including assaults on persons or property, abusive language, harassment, hazing, stalking, sexual violence, or any other prohibited conduct. If I witness such acts perpetrated by others, I will report them to my coach, Athletic Director, Athletic Trainer, or administrator immediately.

I will not engage in any act, including via the internet or social media, which subjects another person, voluntarily or involuntarily, to abuse, mistreatment, humiliation, harassment, or intimidation. If I witness such acts perpetrated by others, I will report them to my coach, Athletic Director, Athletic Trainer, or administrator immediately.

If I observe a fellow student in distress of any kind, I will notify my coach, Athletic Director, Athletic Trainer, or administrator immediately.

I will not possess, attempt to possess, use, consume, procure and/or purchase, or distribute restricted substances, including but not limited to alcoholic beverages, illegal drugs, anabolic steroids, tobacco products, or alternative smoking products or what I believe is any of these substances or products as outlined in Section G of the Athletic Handbook. This includes a VHSL restriction on energy drinks.

I understand the seriousness and dangers of concussions and will self-report any concerns and be honest with my coaches, parents, and medical professionals about my symptoms. I understand the Return-to-Learn and Return-to-Play Protocols will be followed at all times. I understand the decision by the athletic trainer is final regarding my return to play for any medical clearance, including concussions.

I understand that failure to conduct myself responsibly, as stated and implied in the Athletics Handbook and the KGCS Student Code of Conduct, may result in sanctions, including but not limited to limited participation, suspension, or dismissal from the team and/or future athletic program participation, and suspension or expulsion from King George County Schools.

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Student-Athlete Printed Name

Signature

Date

By allowing my student to participate in KGCS Athletics, I acknowledge that I have read, understand, and discussed with my student-athlete, the guidelines governing interscholastic athletics in King George County Schools as outlined in the KGCS Athletics Handbook, including all team rules, VHSL and school regulations and policies, and applicable laws.

We have been provided parent education on concussions. We understand the seriousness of concussions and will self-report any concerns regarding our child. We understand that Return-to-Learn and Return-to-Play Protocols will be followed at all times. We understand the decision by the athletic trainer is final regarding my return to play for any medical clearance, including concussions.

I understand that together with my student-athlete, we are responsible for upholding these guidelines and agree to follow all expectations as a condition of participation. We understand that sportsmanship and academics are the cornerstones of a successful student-athlete.

I understand that participation in school-sponsored activities is a privilege and not a property right. I understand that failure of my student-athlete to conduct him/herself responsibly, as stated and implied in the Athletics Handbook and the KGCS Student Code of Conduct, may result in sanctions, including but not limited to limited participation, suspension, or dismissal from the team and/or future athletic program participation, and suspension or expulsion from King George County Schools.

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Parent/Guardian Printed Name

Signature

Date

The Athletic Handbook is available electronically on the King George County Schools athletics webpages. Any questions can be directed to the head coach or school Athletic Director.

